



## WASHINGTON MANAGEMENT SERVICES EMPLOYMENT OPPORTUNITY

### Assistant Director – Fish Program

Salary: \$8,400 to \$9,167 Monthly

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**Recruitment # 1113-08**

**Opens: October 3, 2008**

**Closes: October 31, 2008**

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#### Position Overview

The Department of Fish and Wildlife is looking for a highly motivated candidate who is ready to lead the Fish Program staff in addressing the complex issues facing the Fish Program as it fulfills our mission to preserve, protect, perpetuate, and manage Washington's fish and shellfish resources in state and offshore waters. We are seeking a candidate dedicated to ensuring that fish and hatchery management meet the challenges of the 21<sup>st</sup> Century as we strive to rebuild and recover fish, shellfish and marine fish populations and provide sustainable fishing opportunities. **The position reports to the Deputy Director for Resource Policy. The position is exempt and serves at the pleasure of the Director.**

The Fish Program has an excellent, experienced staff of over 700 employees and a biennial budget of \$144 million. The Assistant Director (AD) is responsible for the management of all game fish, food fish, shellfish, unclassified marine aquatic species, aquatic pest/predator/invasive species control, and all fish culture activities for the agency. The Assistant Director shares responsibility with Intergovernmental Resource Management (IRM) to provide policy level leadership to conserve food fish, gamefish and shellfish in a manner that does not impair the resource, through the use of best available science and effective, innovative approaches to protect and restore wild populations while providing economically viable commercial and recreational fisheries. The Assistant Director is also responsible for managing the Agency-wide Outreach and Education program, the Agency-wide ALEA Grant program and the Agency-wide Regional Fisheries Enhancement Groups program. Principal activities include:

Serving as member of the Agency's Executive Management Team, working with Programs and Regional Directors to ensure consistent cross-program policy decisions, regional understanding and collaborative involvement in addressing Fish Program issues.

Developing and providing, in partnership with IRM, policy-level management of fish and shellfish resulting in healthy and diverse fish and shellfish populations. This requires the protection of wild populations while providing economically viable commercial and recreational fisheries.

Managing and directing fiscal and operational activities within the Fish Program in a manner consistent with best business practices, best accounting practices and in a manner that meets audit standards, resulting in a balanced program-level budget that comprises nearly half of the Agency's annual and biennial budget.

Ensuring development of science-based projects, programs, methods, and standards that will be implemented and communicated internally and externally.

Ensuring development, improvement, and facilitation of partnerships and volunteer activities resulting in the Agency achieving its mission.

Overseeing production of game fish, food fish and shellfish for release into state waters for recreational, commercial, and tribal fishers, and meet mitigation responsibilities for permanent habitat losses – while ensuring protection of wild populations.

Ensuring development, implementation, and evaluation of programs designed to recover federally listed and depressed stocks of indigenous fish species resulting in viable, self-sustaining wild fish populations.

## **Desired Competencies and Qualifications**

We are looking for applicants with demonstrated knowledge and skills in the following areas:

### Knowledge of:

- Conservation laws and regulations
- Principles of co-managing resources with the Tribes
- Indian law relative to natural resource management
- Principles of management, budgeting, and administration
- Political process and government operations
- Collaborative negotiation, conflict resolution, and problem solving processes

### Skills to:

- Communicate clearly and concisely, both verbally and in writing
- Build and cultivate professional networks
- Work collaboratively and cooperatively, facilitating team approaches to problem-solving
- Provide leadership that promotes a cooperative and supportive work environment
- Promote, support and build on equal opportunity in the workplace
- Be proactive, looking to the future when thinking and planning
- Demonstrate trust and support for the decisions of others
- Reinforce and build an organization founded on mutual respect

We are looking for someone with proven ability to work collaboratively with internal and external stakeholders and lead a large, diverse program facing significant natural resource issues. Well-qualified candidates will have a Bachelor's degree in fisheries, wildlife, environmental science or related field and senior-level managerial experience in a natural resource organization. Experience should include managing a diverse professional staff, balancing and negotiating complex and sensitive issues in an environment of competing interests, multi-issue/program communications, strong planning and organizational experience, and leadership in a changing environment. Demonstrated knowledge and understanding of critical issues affecting the fish and shellfish resources of the Pacific Northwest and experience working with Indian Tribes on fish management or other resource issues is essential.

## **How to apply:**

**Applications must be received no later than 5:00 p.m. on October 31, 2008.**

Submit a letter of interest and a résumé outlining how you meet the qualifications for this position. We also request that you submit a completed Applicant Profile (see below). Include the names of three professional references.

Send your application materials to: Margaret Gordon, Recruitment Specialist

Human Resource Office, Department of Fish and Wildlife,

600 Capitol Way North, Olympia, WA 98501-1091

Fax (360) 902-2392

Or deliver in person to our Human Resources Office in the Natural Resource Building,  
5<sup>th</sup> Floor, 1111 Washington St. SE, Olympia. Or by e-mail to: [gordomgg@dfw.wa.gov](mailto:gordomgg@dfw.wa.gov)

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The Department of Fish and Wildlife is an equal opportunity employer. We strive to create a working environment that includes and respects cultural, racial, ethnic, sexual orientation, and gender identity diversity. Women, racial and ethnic minorities, persons with disabilities, persons over 40 years of age, disabled and Vietnam era veterans, and people of all sexual orientations and gender identities, are encouraged to apply. Persons needing accommodation in the application process or this announcement in an alternative format may call (360) 902-2276 or the Telecommunications Device for the Deaf (360) 902-2207.

## APPLICANT PROFILE

We ask that you voluntarily answer the following questions and return this document with your résumé. This information will be treated as confidential and will be used by authorized personnel only.

Name \_\_\_\_\_ Birth Date \_\_\_\_\_

Sex: \_\_\_\_\_ Male \_\_\_\_\_ Female

Do you have a physical, sensory, or mental condition that substantially limits any of your major life functions, such as working, caring for yourself, walking, doing things with your hands, seeing, hearing, speaking, or learning?  
☐ Yes ☐ No

Have you ever been on active duty in the US Armed Services?

☐ Yes ☐ No

Vietnam Era Veteran ☐ Yes ☐ No

Disabled Veteran ☐ Yes ☐ No If "Yes" Percent of Disability \_\_\_\_\_%

What race or culture do you consider yourself? Please check only one group. If you are of more than one race, please check "Other."

☐ Black/African American ☐ White/Caucasian ☐ Asian/Pacific Islander

☐ Native American ☐ Hispanic/Spanish/Latino(a)

☐ Other Please indicate race/culture(s) and/or list in order of preference.

Signature \_\_\_\_\_ Date \_\_\_\_\_